

PATRICIA S LITTLEFIELD
SUPERVISOR
(518) 359-3981
(518) 359-8193 FAX

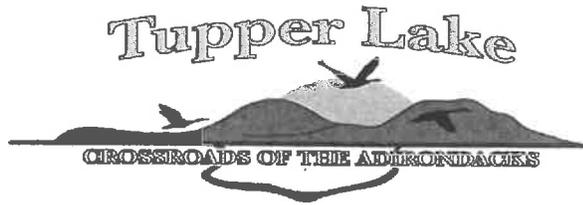
TOWN BOARD MEMBERS

JOHN QUINN

KATHLEEN LEFEBVRE

MICHAEL DECHENE

RICHARD SKIFF



TOWN OF TUPPER LAKE

120 DEMARS BLVD., TUPPER LAKE, NY 12986

**Town of Tupper Lake
Public Hearing (Microenterprise Program Grant)
&
Regular Board Meeting**

Agenda

**Date: July 9, 2015
Time: 6:00 P.M.
Location: Town Hall –Lower Level
Meeting: Public Hearing & Regular**

1. Pledge of Allegiance

2. Open Public Hearing for Microenterprise Grant

3. Read Public Notice

4. Public Comment on Microenterprise Grant

5. Close Public Hearing & Open Regular Meeting

6. Establish the Agenda

7. Approve minutes for meetings dated May 9th 2015 & June 4, 2015

8. Approve Abstract of Audited Vouchers in the amount of \$52,045.50

9. Approve Budget Transfers in the amount of

10. Approve Town Departments Monthly reports

11. Committee Reports

12. Old Business

12.1) Withdraw motion made at last meeting to advertise accepting bids for Contractor to do roof work at Adult Center

12.2) Motion to advertise accepting bids for Contractor to do roof work on Adult Center

12.3) Motion to advertise accepting bids for Contractor to do roof at Highway Garage

12.4) Approve 2011 Site & Architectural Guidelines as per Planning Boards recommendation

13. New Business

13.1) Approve resolution in Support of 2015 Microenterprise Grant Application

13.2) Approve advertising for bids for 50 face cords, 18 inch long Firewood for Town Garage

13.3) Approve advertising for bids for 3,000 tons Crusher Run for Town Garage

14. Public Comment (up to 5 min)

15. Executive Session

(Legal matter with Town Attorney)

16. Adjournment

LAURIE J FULLER
TOWN CLERK
(518) 359-9261
(518) 359-2634 FAX

WILLIAM DECHENE
HIGHWAY SUPERINTENDENT
(518)359-9241

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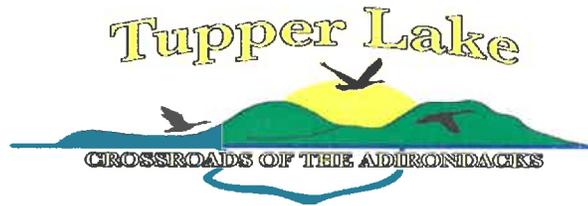
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Notice of a Public Hearing of the Town of Tupper Lake

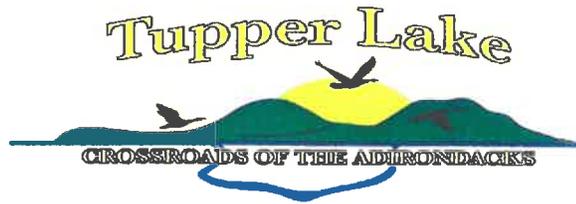
Notice is hereby given that the Town of Tupper Lake Town Board Franklin County, New York will hold a Public Hearing on Thursday, July 9, 2015 at 6:00 P.M. to seek input from residents who may be interested in taking advantage of possible Microenterprise Program Grant grant funds to start or grow their own business. Public Hearing will be held in the lower level of the town hall 120 Demars Blvd. Tupper Lake, New York. 12986

Town of Tupper Lake Town Board

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TUPPER LAKE – Town officials will be holding a public hearing at 6 p.m. on **July 9, 2015** to seek input from residents who may be interested in taking advantage of possible grant funds to start or grow their own business.

The Town of Tupper Lake will be submitting a \$200,000 Microenterprise grant application to the New York State Office of Homes and Community Renewal. The **July 9, 2015** public hearing is not only an opportunity for residents to learn more about potential business grants, but also to provide feedback on the community and economic development needs of the community. The hearing is one of the first steps in the grant application process, but it is important that anyone interested in utilizing grant funds to start or grow their business attend the hearing or contact the Adirondack Economic Development Corp. (AEDC) at 891-5523 or via email at jamesmurphy52@me.com.

The Microenterprise Program, funded through the Community Development Block Grant (CDBG) Small Cities Program, provides grants and technical assistance for business development. The growth of existing businesses and establishment of new start-up businesses in Tupper Lake will create jobs for low or moderate income families, fill vacant storefronts, expand the appeal of the community for tourists, and provide goods and services to Tupper Lake residents.

A microenterprise or micro-business is defined as a commercial enterprise that has five or fewer employees, including the owner of the business. This includes both part-time and full-time employees. A microenterprise is a private, for-profit business entity; corporation, partnership, or sole proprietorship that is legal, licensed and operating. Nonprofit entities are not microenterprises.

Microenterprise Program Guidelines

If the Town's application to the State is successful, the following New York State guidelines will apply to businesses that apply for a grant:

- Eligible businesses:
 - Start-up businesses, which are defined as a business in operation for six months or less.
 - Existing businesses of five or fewer employees (including the owner).
- Businesses may receive a grant of a minimum of \$5,000 and a maximum of \$35,000.
- Examples of eligible use of grant funds:
 - Purchase Inventory
 - Purchase machinery, furniture, fixtures and equipment
 - Operating capital
 - Reimbursement of the cost to attend the entrepreneurial training program

- Examples of activities the grant funds cannot be used for:
 - Repayment of existing debt
 - Construction, building or other improvements
 - Reimbursement of costs incurred prior to the grant award

Businesses will be required to provide a minimum amount of 10% owner equity contribution in the form of cash for the project. (Example: a \$20,000 grant will require owner equity of \$2,000.)

Each business owner must meet with Adirondack Economic Development Corporation business advisors and complete an approved entrepreneurial assistance or small business training program prior to receiving grant funds. The cost for the owner to attend the training will be an eligible expense of the grant they will receive.

Businesses must also create one permanent full-time equivalent job available to low or moderate income families or the owner of the business must be a low or moderate income person.

Fifty-one percent of the Microenterprise fund will be reserved for start-up businesses, defined as new businesses or those in operation for less than six months. The remaining 49 percent will be available to established businesses.

If the Town receives a grant award, businesses will be encouraged to submit applications, and funding will be awarded based upon the following priority system:

1st Priority – Accommodations businesses, including motels, hotels, inns, and bed and breakfasts.

2nd Priority – Retail or tourism based businesses starting operations or currently operating in existing locations on or adjacent to the Routes 3 and 30 commercial district corridor.

3rd Priority – Town-wide new retail or tourism based businesses.

4th Priority – Town-wide established retail or tourism based businesses.

5th Priority – Town-wide businesses.

While businesses that have been successful with previous round Microenterprise Program grants are not prohibited from applying for additional funding, new applications will be prioritized over repeat applications.

TOWN OF TUPPER LAKE
ABSTRACT OF AUDITED VOUCHERS

JULY 9TH, 2015
TOWN BOARD MEETING

TOWN CLERK'S ORIGINAL COPY
&
SUPERVISOR'S ORIGINAL COPY

I HEREBY CERTIFY THAT THE VOUCHERS LISTED ON THIS ABSTRACT FOR THIS PERIOD CONSISTING OF THESE ATTACHED PAGES WERE AUDITED AND ALLOWED IN THE AMOUNTS SHOWN. AUTHORIZATION IS HEREBY GIVEN AND DIRECTION IS MADE TO PAY EACH OF THE CLAIMANTS THE AMOUNT OPPOSITE HIS NAME.

ABSTRACT #7

VOUCHERS # 2014-0388 - 2014-0470

SUPERVISOR, Patricia Littlefield DATE

DEPUTY SUPERVISOR, John Quinn DATE

COUNCILMAN, Michael Dechene DATE

COUNCILWOMAN, Kathleen Lefebvre DATE

COUNCILMAN, Richard SKiff DATE

DATED: 7/9/2015

SIGNED—_____, TOWN CLERK

Town of Tupper Lake
Abstract #7 - July 9, 2015

<u>Fund</u>		<u>Prepaid/Debit</u>	<u>Unpaid</u>	<u>Total</u>
General	200.01	\$ 28,034.70	\$ 11,782.37	\$ 39,817.07
Highway	200.03	\$ -	\$ 1,304.47	\$ 1,304.47
Highway Outside	200.04	\$ -	\$ 7,217.12	\$ 7,217.12
Fire District	200.06	\$ -	\$ -	\$ -
Sewer #5	200.10	\$ 1,397.07	\$ 188.96	\$ 1,586.03
Sewer #8-1	200.12	\$ -	\$ 9.68	\$ 9.68
Sewer #8-2	200.13	\$ -	\$ 9.68	\$ 9.68
Sewer #17	200.15	\$ -	\$ 241.05	\$ 241.05
Sewer #17-1	200.16	\$ -	\$ 167.29	\$ 167.29
Sewer #17-2	200.17	\$ -	\$ 9.69	\$ 9.69
Sewer #23	200.19		\$ 1,683.42	\$ 1,683.42
Water #3	200.21	\$ -	\$ -	\$ -
Water #17	200.30	\$ -	\$ -	\$ -
Moody Lighting	200.31		\$ -	
Water #15	200.36		\$ -	\$ -
				\$ -
Total For Abstract		\$ 29,431.77	\$ 22,613.73	\$ 52,045.50

Prepaid/Debit Vouchers

Supplier	Amount	Fund
Amazon	\$ 399.98	01
Amazon	\$ 64.99	01
Catherine Persons	\$ 187.50	01
Community Bank NA	\$ 15,382.47	
	\$ 13,985.40	01
	\$ 1,397.07	10
Hampton Inn	\$ 354.00	01
Higley Metal, LLC	\$ 766.00	01
John Deere Financial	\$ 441.62	01
John Deere Financial	\$ 441.62	01
NYS Comptroller - Justice Court	\$ 5,691.00	01
Time Warner Cable - Garage	\$ 74.95	01
Time Warner Cable	\$ 84.99	01
Time Warner Cable - Beach	\$ 120.32	01
True Value Company	\$ 237.58	01
Tupper Lake Chamber of Commerce	\$ 5,050.00	01
US Bancorp Equipment Finance	\$ 134.75	01
Total	\$ 29,431.77	

Town of Tupper Lake
2015 Budget Transfers

	Account	Detail	Decrease	Increase
General	16204.01	Building CE	\$2,000.00	
	16201.01	Building PS		\$2,000.00
	70204.01	Recreation CE	\$530.00	
	70204.01.000.13	Recreation Trail System		\$530.00
			\$2,530.00	\$2,530.00

	Account	Detail	Decrease	Increase
Highway	50104.03	Supt. Of Hwy CE	\$84.35	
	42304.03	Drug & Alcohol Screening		\$84.35
	51304.03	Machinery CE	\$1,156.24	
	51302.03	Machinery EQ		\$1,156.24
			\$1,240.59	\$1,240.59

Town of Tupper Lake Code Enforcement

Monthly Report May 2015

15 Building Permits issued in May

1 Demolition Permit

4 Complaints filed

Completed 27 field inspections

May 2015 miles logged 175

Please contact me with any questions or concerns.

Respectfully submitted:

Paul O'Leary
Code Enforcement Officer
Town of Tupper Lake

Town of Tupper Lake
Dog Control Report

For the Month of: May

Date: 5-31-15

Complaints Received 0

Complaints Answered 0

Dogs Captured 0

Dogs return to owner 0

Dogs turned over to DCO 0

Dogs transported to Humane
Society 0

Dogs Adopted 0

Dogs Euthonized 0

Dogs treated by Vet 0

Dangerous Dog Complaints 0

Tickets issued 0

Mileage 0 DCO Shahen R Shahen

Report prepared by Shahen R Shahen DCO

Town of Tupper Lake
Dog Control Report

For the Month of: June

Date: 6-30-15

Complaints Received 2

Complaints Answered 2

Dogs Captured 1

Dogs return to owner 1

Dogs turned over to DCO 1

Dogs transported to Humane Society 0

Dogs Adopted 0

Dogs Euthonized 0

Dogs treated by Vet 0

Dangerous Dog Complaints 0

Tickets issued 0

Mileage 6 DCO Shahen R Shahen

Report prepared by Shahen R Shahen DCO

Recreation Report for 07-09-15

Busy Summer and even busier Week...

DAY CAMP

Camp has started this summer and we're off to a good start. Campers have been busy decorating the float for the Woodsmen Parade. We have about 12 kids signed up to also march in the parade. Thanks to Bill and his guys for construction of the float.

SOCCER

Soccer is underway and we have a lot of good helpers this year. Three students from the Middle/High School have volunteered their time which is a tremendous help.

SWIM LESSONS

Swim lesson have also gotten underway. Like previous years we have another excellent turnout.

BEACH

With some nice weather, finally, the beach has been pretty packed. I'm impressed with how well the lifeguards have been doing. I think we have a great group of kids this summer. We also had our first movie at the beach this past Sunday. There was also a great turnout for that. I hope to again obtain \$50 donations so we can again every once in a while offer up free pizza.

TOWN GARAGE ROOF PROJECT

3 PINE STREET A 10 ACRE LOT WITH A 17,972 FT² BUILDING

PROJECT BACKGROUND:

Late in 1959, the push to attract new industry here paid off when Helen Whiting, Inc. of Pleasantville, New York, dress manufacturers, began looking into the advisability of establishing a plant in Tupper Lake. A pilot plant was set up in the former Adams Garage on High Street, where some 50 machines were installed and training operators began.

Construction of a new dress factory was decided on and the \$100,000 (\$803,400 in today dollars) goal was met by a \$25,000 (\$200,850 in today dollars) contribution from the Greater Tupper Lake Industrial Development Corp., \$25,000 by the manufacturer and the balance borrowed. A site was purchased off lower Pine Street, downtown, and Roderick Beaulieu, was awarded the construction job in 1960.

The Plant gave employment to 80 people, a figure which fluctuated over the years as market conditions dictated. In 1972, the factory was sold to McRann Associated Corp., U.S. subsidiary of MacDonald, Stewart Textile, Ltd. Of Montreal, which took over its operation in July, 1972. Bea-Jay Co., the final owner, closed the dress factory plant permanently in October, 1976.

In 1980 the Town of Altamont was looking for a suitable site for a new town garage, and the board authorized purchased of the dress factory building for \$120,000 (346,300 in today dollars), subject to public referendum. The public rejected that proposal, as it did a subsequent offer with a \$90,000 (\$259,700) price tag. In May 1982, the Town purchased the building for \$50,000(\$123,200), and after renovation and remodeling to suit its new role, the building has since housed all vehicles and equipment used in the town road construction, maintenance, and snow removal operations.¹

Upon purchase of the structure, the existing shallow pitch roof was covered with a 5/12 pitch roof structure. The roof is constructed with 2X6 rafter, 2 foot on center. The rafter span is supported with a series of structural walls transferring the roof load to the existing roof carrying beams. The metal roof is installed in the typical fashion, 2x4 purling's attached to the rafters with the metal roof nailed to the purling's with typical 1982 fasteners, ring shanked nails with rubber washer. This project was completed over a two year time frame. During the winter of 1982-83 half of the roof was reconstructed and metal roof was installed. During the winter of 1983-84 the remaining half was completed. The main garage metal roof is 32 years old.

In 2007, a 1,782 ft² addition to the annex of the main garage was constructed and the roof of the existing annex was replaced.

Project need:

The main garage roof is in disrepair. A significant portion of the roof's exterior is rusted; with a small area rusted through resulting in possible water damage. Interior side of the roof has rust issues as well, though not as

¹Town of Altamont 1890-1990 Centennial Observance booklet compiled by Louis J. Simmons.

extensive as the exterior. The rubber gaskets on the fasteners are deteriorated and nonfunctional causing water to enter the building. One of the characteristic of a metal roof is expansion and contraction from temperature change, as a result of the contraction and expansion the fasteners have moved and become ineffective compromising the integrity of the roof. This has caused many panels to be loose and in danger of being blowing off the structure.

The main garage roof soffits have been compromised as well as portions of the gable end resulting in a significant infestation of pigeons. The pigeons are roosting and nesting inside the attic. Pigeon droppings are spread throughout the attic.

Garage annex needs to have the soffit replaced with the proper product and the fascia and rake boards are in disrepair. One of the roof panels has a significant hole that needs to be replaced. Previous contractor failed to properly install the fascia board resulting water damaging the fascia, soffit and rafter tails.

Project Scope:

Main garage coverage area is 15,662 square feet

- Remove and recycle existing metal roof and fasteners.
- Replace rotten purling's and rafters where needed.
- Attach existing purling's to rafters where needed with approved fasteners
- Replace fascia and rake boards where needed.
- Secure existing fascia and rake boards with approved fasteners.
- Install new commercial grade galvanized steel roof panels using approved fasteners per manufacture instructions.
- Install approved ridge cap using approved fasteners.
- Install approved gable end cap using approved fasteners.
- Replace rotten, damaged soffit where needed.
- Secure existing soffit with approved fasteners.
- Stain/seal all exterior wood using approved products.
- Install snow guards where needed.

Garage Annex:

- Replace damaged roof panel with similar product and fasten with approved fastener.
- Remove roof panel and rake board on east side and rebuild rake to an approved dimension to bypass the utility pole properly.
- Install removed rake board and roof panel trimming roof panel to the correct dimension.
- Remove fascia boards and soffit material cut back rafter tails to approved length.
- Install fascia and approved soffit product and approved soffit vent.
- Stain/seal all exterior wood using approved products.
- Install snow guards where needed.

It is the goal of the Town of Tupper Lake Town Board to have a safe and secure building that will foster a productive work environment for the town highway department employees. This new roof and appropriate maintenance will allow the highway superintendent and crew to focus their efforts on keeping the Town of Tupper Lake roads well maintained. The town garage contains over five million dollars' worth of equipment and equipment related parts and products that need to be properly protected. This protection will be achieved with the installation of a new roof.

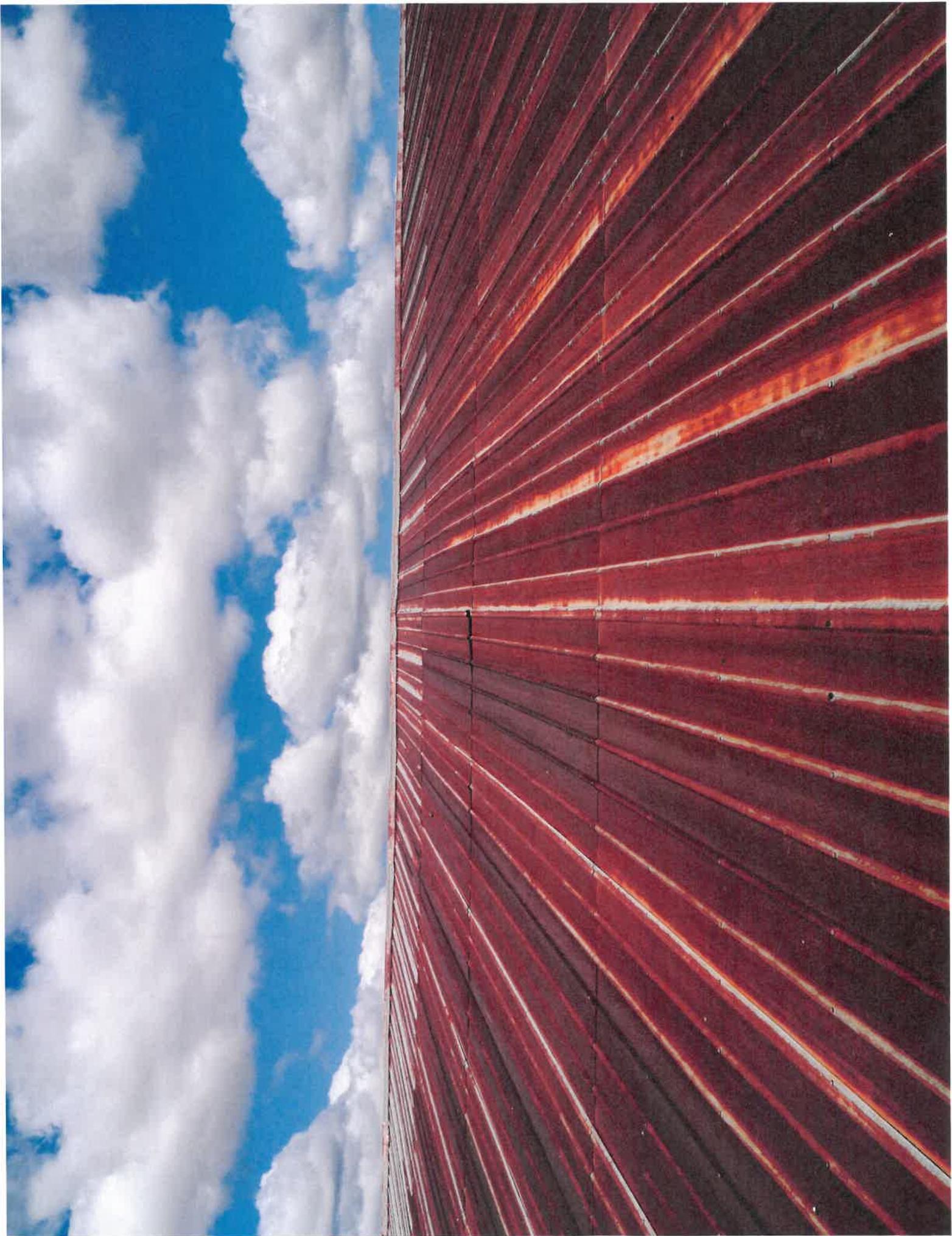
At no point shall the interior of the structure be exposed to damaging weather. It shall be the contractor's responsibility to maintain a reasonable weather tight construction project.

The contractor shall comply with all Federal and State prevailing wage requirements.

Project should be completed by December 31, 2015.









**TOWN OF TUPPER LAKE
PLANNING BOARD**

Paul O'Leary
Planner

120 Demars Boulevard, Tupper Lake, NY 12986
518-359-3580 • 518-359-2634 Fax

Michael Fritts
Assistant Planner

Joint Planning Board Members

James T. Larkin, Chairman
Robert Collier



TDD 711

James Ellis
Shawn Stuart
Michael Keniston
Ralph Russell

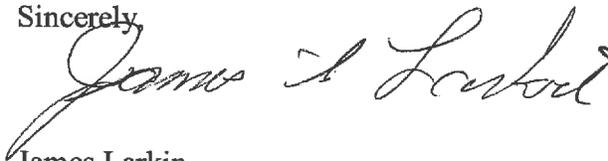
June 10, 2015

Village of Tupper Lake
Mayor Paul J. Maroun
53 Park Street
Tupper Lake, NY 12986

Dear Mayor Maroun:

At the May 27, 2015 Tupper Lake Joint Planning Board's regular meeting a motion was unanimously passed supporting a recommendation for the Town of Tupper Lake to adopt the 2011 Site and Architectural Guidelines as identified in the Smart Growth Plan.

Sincerely,



James Larkin
Tupper Lake Joint Planning Board Chairman